

**AUTHORITY MEETING MINUTES**  
**November 19, 2018**

**APPROVED**

Board Members Present: Chairman Ken Long, Vice Chairman Vincent Bono, Treasurer Harry Hertline, Neil Angell, James D’Onofrio, Barbara Freeman, Nancy Novak, Robert Roberts (via teleconference) and Jim Williams

Board Members Absent: James Franco

Authority Staff Present: Bill Rabbia, Jodi Tuttle, Emily Albright, Joe Artessa, Jim Biamonte, Pat Lisandrelli, Andrew Opperman and William Schrader

Chairman Long called the November 19, 2018 Authority Board meeting to order at 4:30 PM and opened with the Pledge of Allegiance.

A motion was made by Mr. Williams, seconded by Ms. Freeman and passed to approve the September 17, 2018 Authority Minutes.

At 4:31 PM Chairman Long called the public hearing on the proposed 2019 Authority budget to order.

Executive Director Bill Rabbia and Comptroller Joe Artessa presented an overview of the proposed 2019 Authority budget through a PowerPoint presentation. Mr. Rabbia said that Authority staff began working on the proposed 2019 budget in August of this year. The draft budget was released to the public on October 24, 2018. Mr. Rabbia also presented an overview of the draft budget to the Herkimer County Legislature. Mr. Rabbia stated that the Authority will maintain rates charged in 2018 with no increases. The Authority will set a new rate for source separated organics (SSO) [food waste] of \$40 per ton. The Authority’s SSO processing facility is scheduled to become operational by second quarter 2019 and will process SSO to be diverted from the landfill and converted to electricity. For the 28<sup>th</sup> consecutive year, recyclables will continue to be accepted at no charge. Graphs illustrating historical municipal solid waste (msw) tipping fees for the period 1990 – 2019 (proposed) and historical msw tipping fees versus the rate of inflation for the period 1990 - 2018 were reviewed. A chart outlining neighboring County tip fees was provided. An analysis of 2017 actual, 2018 (6-month data) and 2019 projected tonnage by waste class was reviewed. An overview of system revenues outlining 2017 actual, 2018 (6-month data) and 2019 proposed was reviewed. A historical review of recycling revenues and budget projections for 2019 was presented. Mr. Rabbia outlined proposed 2019 revenue assumptions for system tip fees (\$15,321,300); sale of recyclables (\$1,850,000); landfill gas (\$320,000), recyclables’ processing fees (\$775,000), sale of carbon credits (\$320,000) and miscellaneous revenues which include interest earnings, State grants, compost tip fees and sales, tire fees, etc. (\$1,235,700). Overall proposed 2019 revenues total \$19,822,000. Mr. Rabbia stated that 2019 projected tonnage estimates are based upon 8-month actual tonnage in 2018 and a review of historical data. Sale of recyclables’ revenues are forecasted based upon 8-month data from 2018, historical review and market projections for 2019. The Authority will continue to operate two engines at its power facility as per its agreement with WM Renewable Energy. The Authority will continue to waive the permit fee for haulers/businesses and municipalities for 2019. Out of county recyclables’ processing revenue is based upon annual tonnage from Oswego, Lewis and Fulton Counties.

**BOARD OF DIRECTORS**

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James M. Williams

William A. Rabbia  
*Executive Director*

Jodi M. Tuttle  
*Authority Board Secretary*

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Mr. Rabbia noted that Oswego County has agreed to a five-year extension of its contract with the Authority for the processing of Oswego County's recyclables. The solar array and SSO organics processing revenue are incorporated in the 2019 draft budget.

Mr. Artessa compared sale of recyclables revenue with 2017 actual to 2018 (6-month data) and 2019 forecasted. He reviewed system expenditures by cost center outlining 2017 actual, 2018 (6-month data) and 2019 proposed. The 2019 proposed expenditure assumptions include a 7% increase over 2018 employee health insurance premiums (depending upon plan selected). The budget reflects \$460,000 of contracted direct payments made to the Town of Ava and the Town and Villages of Boonville, consistent with the Host Community Agreements; fuel expense budgeted at \$2.50 per gallon as the result of industry forecasts; capital projects funded through tipping fees will be \$483,000 for 2019; and public education expenses projected at \$120,000. The workers' compensation budget is based upon a five-year average of the Authority's actual claims. Annual contributions to the NYS Retirement System will stay consistent with 2018 costs as rates have remained relatively the same. Mr. Artessa said that debt service is reduced based upon defeasance of the Authority's 2007 bonds. Salaries include one additional heavy motor equipment operator, one landfill gas technician and one additional recycling coordinator. The SSO processing facility expenses have been incorporated into the 2019 proposed budget.

Mr. Rabbia said that proposed landfill reserves for 2019 total \$2,000,000 (\$450,000 for Regional Landfill equipment replacement and \$1,550,000 for Regional Landfill Liner extension). Mr. Rabbia said that the 2019 proposed capital plan with projections through 2023 will be \$2,863,000. Capital projects funded through tipping fees will be \$483,000 for 2019. The capital plan also includes projected expenditures for cell closure/capping and landfill gas system expansion that will be funded through an established reserve. Several charts that indicated revenues and expenses by category and cost centers projected for 2019 were reviewed. The total proposed 2019 system revenues/expenses total \$19,822,000; and municipal revenues/expenses total \$5,344,300. The total proposed 2019 Authority budget is \$25,166,300. The proposed 2019 budget for the six municipalities in which the Authority administers the respective municipal programs was presented.

Discussion ensued.

There was no one present from the public at the public hearing on the proposed 2019 budget. At 5:26 PM Chairman Long closed the public hearing and reconvened the regular meeting of the Authority.

There were no speakers for regular public comment period.

Mr. Artessa said that the Authority is required to annually review and approve its Investment Policy and Guidelines. Resolution No. 14 before the Board would approve the Investment Policy and Guidelines without modification. He reported that the Finance Committee reviewed the Investment Policy and is recommending no modifications at this time.

Resolution No. 14 was introduced by Mr. Bono, seconded by Mr. Williams and passed to approve the Investment Policy and Investment Guidelines without modification.

Solid Waste Engineer Andrew Opperman provided a project update on the SSO processing facility. He stated that the DEC permit has been approved. The Department of State's building permit is currently pending. RRT Construction Services has been on-site since October 18<sup>th</sup>. Beebe Construction was awarded the contract for site work, pile foundation, concrete, building and steel erection. The contracts for HVAC, plumbing and electrical are pending. Site work commenced on November 19<sup>th</sup> for removing/replacing underground tanks and storm drains and prep for steel foundation piles and grey water pipeline.

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Mr. Opperman reported that on the east side of the MRF [Recycling Center] the residue pad was replaced. Mr. Rabbia noted that the original residue pad is from 1991.

Mr. Opperman said that the Authority purchased new storage bunkers at the EcoDrop Utica site for household hazardous waste storage. Installation of the storage bunkers was completed on November 15<sup>th</sup>.

Mr. Rabbia reported that construction was completed on cell 7 at the Regional Landfill in October. Following construction, the new cell was monitored for 30 days and electro-resistivity testing on the liners was completed. The Authority is now waiting on DEC to sign-off on the final certification. The Authority will begin putting soft waste into cell 7 in early December. Mr. Rabbia noted that this project will come in at approximately \$50,000 under budget, inclusive of inspection by Barton & Loguidice.

Mr. Rabbia reported that the cooperative E-Waste event held on October 20<sup>th</sup> between the Authority and Senator Griffo at the Authority's Utica EcoDrop facility was a success. Waste was received between the hours of 9:30 AM to 1:30 PM and approximately 950 cars came through the facility that day. Four tractor trailer loads (46.07 tons of E-waste) of material was received and approximately 10 tons of paper was shredded. Pharmaceutical waste was also delivered for proper disposal. The Senator sent out mailers to households notifying residents of this event.

Ms. Freeman commented that she was very impressed by Mr. Rabbia's interview with the Observer-Dispatch related to the food to energy project.

Mr. Angell complimented everyone involved with the Authority's 30<sup>th</sup> Anniversary celebration held at the Utica facility on September 29<sup>th</sup>.

At 5:48 PM a motion was made by Mr. Bono, seconded by Ms. Novak and passed to go into executive session to discuss personnel matters.

At 6:04 PM a motion was made by Mr. Bono, seconded by Ms. Freeman and passed to go back into open session.

With no further business, a motion was made by Mr. Bono, seconded by Ms. Novak and passed to adjourn the meeting.

Respectfully submitted,

Jodi M. Tuttle  
Authority Secretary